

# CHILD CARE CENTER COMPLIANCE RECORD

## PART 4. TRANSPORTATION PROVISIONS

Michigan Department of Human Services  
Bureau of Children and Adult Licensing

1. License Number

2. Date of Review

3. Name of Center

**C = Compliance**      **V = Violation**      **NR = Not Reviewed**

<b>C</b>	<b>V</b>	<b>NR</b>	<b>RULES</b>
			<p><b>R 400.8720 All motor vehicles</b></p> <p>(1) All motor vehicles are in safe operating condition.</p> <p>(2) All motor vehicles, except MFSABs and school buses inspected by MSP, are inspected annually by a licensed mechanic. A copy of the inspection is kept on file at the center.</p> <p>(3) Centers that use MFSABs and school buses do all of the following:</p> <p>(a) Contact MSP to determine if an annual inspection by MSP is required by the Pupil Transportation Act.</p> <p>(b) If directed by MSP, an annual inspection is conducted by MSP. A copy of the inspection is kept on file.</p> <p>(4) A statement verifying that all motor vehicles, including volunteer vehicles, are in compliance with Michigan vehicle code safety equipment requirements, is kept on file.</p> <p>(5) Passenger vans with a rated seating capacity of 11 or more are not used.</p> <p>(6) MFSABs used for transporting children to and from school comply with all minimum safety specifications, except color, identification, and alternating flashing lights.</p> <p>(7) Motor vehicle seats used by children, staff, and volunteers do not face sideways.</p> <p>(8) Only the cab of a truck is used to transport children.</p> <p>(9) There are no loose or heavy objects in the passenger compartment of any motor vehicle.</p> <p><b>R 400.8730 Safety equipment in motor vehicles</b></p> <p>(1) All motor vehicles carry the following safety equipment:</p> <p>(a) Three bi-directional emergency reflective triangles properly cased and securely stored in the vehicle.</p> <p>(b) A first aid kit is securely stored in an accessible location in the driver compartment.</p> <p>(2) Any motor vehicle with a seating capacity of more than 10 carry the following additional safety equipment:</p> <p>(a) Not less than 3 15-minute fuses (flares) or an approved battery operated substitute properly cased and securely stored in the driver's compartment.</p> <p>(b) Dry chemical fire extinguisher, not less than 2A-10BC, mounted in the driver compartment. The fire extinguisher is inspected, maintained and tagged.</p> <p><b>R 400.8740 Manufacturer's rated seating capacity; restraint devices; safety belts</b></p> <p>(1) Each child remains seated and properly restrained by a passenger restraint while the vehicle is in motion.</p> <p>(2) Restraint devices are not required on school buses or MFSABs.</p> <p>(3) Each restraint device is properly anchored and used according to the manufacturer's specifications. Two or more children are not allowed to share a seat belt or restraint device.</p> <p>(4) The driver and all adult passengers are seated according to the seating capacity and properly restrained when the vehicle is in motion.</p> <p>(5) Safety belts and restraint devices are in good working condition.</p> <p><b>R 400.8750 Motor vehicle operator</b></p> <p>(1) Each driver:</p> <p>(a) Is at least 18 years of age.</p> <p>(b) Has a valid operator or chauffeur's license with the appropriate endorsement.</p> <p>(c) Has a personal driving record with no more than 6 active points.</p> <p>(d) Has proof of valid automobile insurance and registration.</p> <p>(e) Is familiar with the contents of the first aid kit.</p> <p>(f) Is familiar with the operation of the fire extinguisher, if required.</p> <p>(2) The following documents are on file in the center:</p> <p>(a) A copy of each driver's driving record, obtained from the Secretary of State at least once a year.</p> <p>(b) A self-certifying statement that all volunteer drivers comply with subrule (1).</p> <p>(c) A copy of a valid driver's license.</p> <p>(3) Drivers have a copy of the Child Information Card for each child being transported in their vehicles.</p>

C	V	NR	RULES
			<b>R 400.8760 Staff/volunteer-to-child ratio and supervision</b> (1) The ratio of staff/volunteers-to-children: (a) Infants and toddlers, 1:4, excluding the driver. (b) Preschoolers under age 3, 1:8, excluding the driver. (c) 3 years of age, 1:10, including the driver. (d) 4 years of age, 1:12, including the driver. (e) School-age children, 1:18, including the driver. This does not apply when school-age children are transported to and from school on public school or public transportation. (f) An additional staff/volunteer is not required if only 1 child under 36 months of age is transported. (2) Additional staff members or volunteers are: (a) At least 16 years of age. (b) Seated with the children. (c) Responsible for the supervision of the children. (3) When children are entering or leaving the vehicle: (a) Children are received by a staff person, parent, or other person as designated by the parent. (b) Children enter and leave the vehicle from the curbside unless it is in a protected area or driveway. (4) Children are not left unattended in a vehicle. (5) Children under school-age are carried or helped into and out of the vehicle. <b>R 400.8770 Time limitation on child transit</b> Transportation routes are planned so no child under school age is in the vehicle longer than 1 continuous hour.

Notes:

**Instructions for use:**

1. Use to make notes and observations during the inspection.
2. **Verbally discuss** cited rule violations with the licensee/designee at the exit conference.
3. Discard once this information has been included in the appropriate report.

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